

INTERAGENCY COMMITTEES

21 July 1965

1. NAME **FORMS MANAGEMENT COUNCIL.**
2. CHAIRMANSHIP: CIA ☐ OTHER ☒ DUAL ☐ ROTATING ☐
3. HOW ESTABLISHED:  
**By General Services Administration**
4. PURPOSE:  
**To provide a medium for the exchange of professional knowledge in Forms Management Activities throughout the Federal Government.**
5. FUNDING: **None**
6. DATE STARTED: 1959 PROBABLE DURATION: Continuing
7. TYPE: Standing \_\_\_\_\_; Ad Hoc X
8. CLEARANCE REQUIRED: **None**
9. CHAIRMAN: **Donald Johnson**
10. SECRETARY: **Mrs. Eleanor Taylor**
11. CIA MEMBERS:
12. NON-CIA AGENCIES: **Open to all Federal Agencies and Departments.**
13. OBSERVERS:  
**Commercial Printers - Government Printing Office**
14. SUBCOMMITTEES:  
**None appointed yet.**
15. FREQUENCY OF MEETINGS: **Every two months**
16. INFO FURNISHED BY:  \_\_\_\_\_  
Date
17. CHANGED: \_\_\_\_\_  
Date

*Report 1-422*

<b>TRANSMITTAL SLIP</b>		DATE 28 July 1965
TO: <span style="border: 1px solid black; display: inline-block; width: 150px; height: 1.2em; vertical-align: middle;"></span>		
ROOM NO. 7D-10	BUILDING Headquarters	
REMARKS:		
<p>Mel:</p> <p>The attached Form 2185 is in accordance with your recent request. The Forms Management Council is the only organization in which any of our staff members participates as a committee member.</p> <p style="text-align: center;"><i>/s/</i></p> <p style="text-align: center;"><span style="border: 1px solid black; display: inline-block; width: 150px; height: 1.2em; vertical-align: middle;"></span></p> <p style="text-align: center;">Chief, Records Administration Staff</p>		
FROM:		
ROOM NO. 604	BUILDING 1016 16th St.	EXTENSION <span style="border: 1px solid black; display: inline-block; width: 50px; height: 1.2em; vertical-align: middle;"></span>

FORM NO. 241  
1 FEB 55

REPLACES FORM 36-8  
WHICH MAY BE USED.

GPO : 1957-O-439445

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